United Nations DP/2002/L.3

Executive Board of the United Nations Development Programme and of the United Nations Population Fund

Distr.: Limited
12 August 2002

Original: English

Second regular session 2002
23 to 27 September 2002, New York
Item 1 of the provisional agenda
Organizational matters

Provisional agenda, annotations, list of documents and work plan*

Note by the Executive Board secretariat

Contents

Item		Page
1	Organizational matters	2
	UNDP segment	
2	Financial, budgetary and administrative matters	2
3	Programming arrangements	3
4	Evaluation	4
5	Country programmes and related matters	4
6	United Nations Development Fund for Women	6
7	UNOPS: Financial, budgetary and administrative matters	6
	Joint UNDP/UNFPA segment	
8	Field visits	7
	UNFPA segment	
9	Financial, budgetary and administrative matters	7
10	Human resources strategy	8
11	Country programmes and related matters	8
12	Other matters	8

* The collection and analysis of current data required to present the Executive Board with the most up-to-date information has delayed submission of the present document.

02-52448 (E) 190802

Annotations and list of documents

Item 1
Organizational matters

Provisional agenda, annotations, list of documents and work plan — **DP/2002/L.3**

The Executive Board will adopt the agenda for the session and agree on the work plan. A tentative work plan is contained in the annex to the present note.

Decisions adopted by the Executive Board at its annual session 2002 — **DP/2002/23**

A compilation of decisions adopted by the Executive Board at its annual session 2002 is made available in this document.

Report on the annual session 2002 — **DP/2002/24**

The draft report of the annual session 2002 was distributed to members of the Board for comments. Document DP/2002/24 contains comments received within the deadline.

The Executive Board may wish to approve the report of its annual session 2002.

List of items to be taken up by the Executive Board in 2003 — **DP/2002/CRP.14**

On the basis of the list of items, the Executive Board draft work plan for 2003 will be submitted at the first regular session 2003.

UNDP segment

Item 2
Financial, budgetary and administrative matters

Annual review of the financial situation 2001 — **DP/2002/25**

The report contains an analytical review of the financial situation of UNDP for 2001. UNDP continued to be a multi-funded organization and witnessed an increase of nine per cent in the overall funding level between 2000-2001.

In recalling its landmark decision 98/23 on the multi-year funding framework, the Executive Board may wish to take note of the report and to urge all donors to restore growth and predictability to the regular funding base of UNDP.

Detailed information relating to the annual review of the financial situation 2001 — **DP/2002/25/Add.1**

This document presents detailed information on income and expenditure as well as the balance sheets of activities funded from UNDP regular resources, other resources and the funds established by the General Assembly and administered by UNDP.

In accordance with Executive Board decision 98/2, the report also provides information on the amount, origin and destination of other (non-core) resources.

The Board may wish to take note of the present addendum.

Information on United Nations system technical cooperation expenditures, 2001 — **DP/2002/26**

This document contains a summary of the technical cooperation expenditure of the United Nations system during 1997-2001. It also includes a summary of extrabudgetary contributions to the executing agencies.

Information on United Nations system technical cooperation expenditures, 2001 - Addendum — **DP/2002/26/Add.1**

This document presents more detailed information on technical cooperation expenditures in the form of statistical details.

The Executive Board may wish to take note of the above reports.

Report of the Inter-Agency Procurement Services Office — **DP/2002/31**

The biennial report is submitted pursuant to Executive Board decision 96/2 and provides an update on the activities of the Inter-Agency Procurement Services Office (IAPSO), Bureau of Management, from June 2000 to June 2002.

Statistical report of the Inter-Agency Procurement Services Office — **DP/2002/32**

The report provides detailed United Nations procurement statistics by country of procurement, United Nations organization and source of funding. Profiles of member countries of the Development Assistance Committee of the Organisation for Economic Co-operation and Development are also included along with lists of major contracts for goods and services funded by UNDP.

Item 3
Programming arrangements

Report on programming arrangements for the period 2004-2007 — **DP/2002/28**

In its decision 2002/10, the Executive Board endorsed the proposal to move from a three-year programme financial framework to a four-year programme framework for

the period commencing 2004. In the same decision, the Board also requested that the Administrator submit at its second regular session 2002:

(a) further information on questions raised by the members of the Board at its annual session 2002 regarding the proposals for possible improvements in the present programming arrangements; and

(b) specific proposals for possible recalculations of the target for resource assignment from the core (TRAC) 1 earmarkings in the course of the four-year framework period.

The Executive Board may wish to take a decision on improved programming arrangements prior to the start of the next programming period.

Item 4
Evaluation

Annual report of the Administrator on evaluation **DP/2002/27**

The present report on evaluation details the progress made by the organization in areas of effectiveness, performance and substantive accountability. The emphasis for UNDP in the last few years has been on introducing, aligning, internalizing and simplifying results-based management in order to enhance the organization's performance.

In the report, the Administrator invited the Board to take note of the need to: (a) reinforce development effectiveness; (b) strengthen national evaluation capacities in light of the MDGs; (c) strengthen further the culture of managing for results within UNDP; and (d) ensure the organization's continuing commitment to lessons-learning.

The Executive Board may wish to take note of the report of the Administrator on evaluation.

Item 5
Country programmes and related matters

Assistance to Somalia - Note by the Administrator **DP/2002/29**

In accordance with decision 93/4 of 8 February 1993, and later confirmed by decision 99/7, the present note is submitted at the initiative of the Administrator, its purpose being to outline the proposed UNDP programme for 2002-2004 for Somalia. In light of the situation in the country and past ongoing activities, the note has been formulated taking into account a programme review and a reprofiling mission conducted in 2001 and an inter-agency mission conducted in 2002.

The Administrator seeks the approval of the Executive Board to continue to approve projects on a case-by-case basis.

The Executive Board may wish to approve the following country programme outlines and country cooperation frameworks:

First country programme outline for Cape Verde	DP/CPO/CVI/1
First country programme outline for the Democratic Republic of the Congo	DP/CPO/DRC/1
First country programme outline for Bahrain	DP/CPO/BAH/1
First country programme outline for Jordan	DP/CPO/JOR/1
First country programme outline for the Libyan Arab Jamahiriya	DP/CPO/LIB/1
First country programme outline for East Timor	DP/CPO/ETM/1
First country programme outline for Maldives	DP/CPO/MDV/1
First country programme outline for Samoa	DP/CPO/SAM/1
First country programme outline for Argentina	DP/CPO/ARG/1
First multi-country programme outline for Cook Islands, Niue and Tokelau	DP/MPO/CNT/1
First multi-country programme outline for the Pacific Island countries	DP/MPO/PIC/1
Second country cooperation framework for Egypt	DP/CCF/EGY/2
Second country cooperation framework for Sudan	DP/CCF/SUD/2
Second country cooperation framework for Colombia	DP/CCF/COL/2
Second country cooperation framework for Costa Rica	DP/CCF/COS/2
Second country cooperation framework for El Salvador	DP/CCF/ELS/2
Second country cooperation framework for Mexico	DP/CCF/MEX/2
Second country cooperation framework for Nicaragua	DP/CCF/NIC/2
Second country cooperation framework for Suriname	DP/CCF/SUR/2
Second country cooperation framework for Trinidad and Tobago	DP/CCF/TRI/2
Extension of the country cooperation framework for Sierra Leone	**DP/2002/37**

The Executive Board may wish to take note of the extension of the country cooperation framework for Sierra Leone.

Assistance to Myanmar — **Oral report**

The Executive Board will receive an oral progress report on the annual assessment and evaluation of the Human Development Initiative in accordance with Executive Board decision 98/14.

Item 6
United Nations Development Fund for Women

Report of the Executive Director **DP/2002/30**

The present document provides a mid-term review of the implementation of the UNIFEM Strategy and Business Plan 2000-2003, focusing on challenges and major results achieved during 2000-2002.

The report also includes major results achieved in each of the UNIFEM programme areas and looks at challenges and opportunities for the second biennium of its Strategy and Business Plan.

The Executive Board may wish to take note of the report and endorse its continuing support to UNIFEM.

Item 7
UNOPS: Financial, budgetary and administrative matters

UNOPS: Implementation of the revised budget estimates for the biennium 2002-2003 **DP/2002/33**

The report provides information on the actions taken to implement the revised budget for 2002 and contains revised budget estimates for the biennium 2002-2003 for the United Nations Office for Project Services.

Report of the Advisory Committee on Administrative and Budgetary Questions (ACABQ) on the revised budget estimates for the biennium 2002-2003 **DP/2002/34**

The document contains the report of the Advisory Committee on Administrative and Budgetary Questions on the revised budget estimates for the biennium 2002-2003.

UNOPS: Report on the implementation of the recommendations of the Board of Auditors, including the action plan on savings from projected staff cuts and a contingency plan with regard to the operational reserve as requested of UNOPS by the Executive Board at its annual session 2002 **DP/2002/35**

The document contains a report on progress made in implementing the recommendations of the Board of Auditors, as requested of UNOPS by the Executive Board at its annual session 2002. The two annexes to the report also provide information on an action plan on savings from staff cuts as well as a contingency plan with regard to the level of the operational reserve, as requested by the Executive Board.

The Executive Board may wish to adopt a decision, the possible elements of which are contained in the document.

Draft terms of reference and timetable for an external independent review of the UNOPS business model — **DP/2002/36**

The document contains the draft terms of reference and timetable for an external independent review of the business model of UNOPS.

UNDP/UNFPA segment

Item 8
Field visits

Report on the field visit to Viet Nam — **DP/2002/CRP.7**

The Executive Board may wish to take note of the mission report on the field visit to Viet Nam by members of the Executive Board in April 2002.

UNFPA segment

Item 9
Financial, budgetary and administrative matters

Revised estimates for the biennial support budget for 2002-2003 — **DP/FPA/2002/9**

This report is submitted to the Executive Board in accordance with decision 2001/16, which requested the Executive Director to submit proposed revisions to the biennial support budget for 2002-2003 that arise from the further review of organizational requirements, including the field needs assessment study.

The Executive Board may wish to approve the revised estimates for the biennial support budget for 2002-2003.

Report of the Advisory Committee on Administrative and Budgetary Questions on the UNFPA revised estimates for the biennial support budget for 2002-2003 — **DP/FPA/2002/10**

This report summarizes comments made by the Advisory Committee on Administrative and Budgetary Questions on the revised estimates for the biennial support budget for 2002-2003.

The Executive Board may wish to take note of the report.

Annual financial review, 2001 — **DP/FPA/2002/12**

This report summarizes the financial situation of UNFPA in 2001 for the information of the Executive Board. For purposes of comparison, financial information for 2000 is also included in the tables.

The Executive Board may wish to take note of the report.

Item 10
Human resources strategy

UNFPA human resources strategy **DP/FPA/2002/11**

This report is submitted to the Executive Board in accordance with decision 2001/16, which requested the Executive Director to submit a comprehensive human resources development strategy to the Executive Board for adoption.

The Executive Board may wish to adopt the human resources strategy contained in the report.

Item 11
Country programmes and related matters

The Executive Board may wish to take note of the following country programme outlines and the comments made thereon:

Country programme outline for Botswana	DP/FPA/CPO/BWA/4
Country programme outline for Burundi	DP/FPA/CPO/BDI/5
Country programme outline for Comoros	DP/FPA/CPO/COM/4
Country programme outline for Guinea-Bissau	DP/FPA/CPO/GNB/4
Country programme outline for China	DP/FPA/CPO/CHN/5
Country programme outline for East Timor	DP/FPA/CPO/ETM/1
Country programme outline for Maldives	DP/FPA/CPO/MDV/3
Country programme outline for the South Pacific sub-region	DP/FPA/CPO/PIC/3
Country programme outline for Colombia	DP/FPA/CPO/COL/4

Item 12
Other matters

TENTATIVE WORK PLAN
EXECUTIVE BOARD OF UNDP/UNFPA
SECOND REGULAR SESSION 2002
(23 TO 27 SEPTEMBER 2002)

Day/date	*Time*	*Item*	*Subject*
Monday, 23 September	a.m.	1	ORGANIZATIONAL MATTERS - Adoption of agenda and work plan for the session - Adoption of report of the annual session 2002
		2	UNDP: FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS - Annual review of the financial situation 2001 - Detailed information relating to the annual review of the financial situation 2001 - Information on United Nations system technical cooperation expenditures, 2001 - Information on United Nations system technical cooperation expenditures, 2001 - Addendum - Report of IAPSO - Statistical report of IAPSO
	p.m.	3	UNDP: PROGRAMMING ARRANGEMENTS - Report on programming arrangements for the period 2004-2007
Tuesday, 24 September	a.m.	9	UNFPA: FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS - Revised estimates for the biennial support budget for 2002-2003 - Report of the Advisory Committee on Administrative and Budgetary Questions on the UNFPA revised estimates for the biennial support budget for 2002-2003 - Annual financial review, 2001
		10	UNFPA: HUMAN RESOURCES STRATEGY - UNFPA human resources strategy
	2:00 p.m.		*Informal consultations on improving the working methods of the Executive Board*
	p.m.	7	UNOPS: FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS - Implementation of the revised budget estimate for the biennium 2002-2003 - Report of ACABQ on the revised budget estimates for the biennium 2002-2003 - Report on the implementation of the recommendations of the Board of Auditors, including the action plan on savings from projected staff cuts and a contingency plan with regard to the level of operational reserve as requested of UNOPS by the Executive Board at its annual session 2002 - Draft terms of reference and timetable for an external independent review of the UNOPS business model

Wednesday, 25 September	**a.m.**	**4**	**UNDP: EVALUATION** - **Annual report of the Administrator on evaluation**
		5	**UNDP: COUNTRY PROGRAMMES AND RELATED MATTERS** - **First country programme outlines for Cape Verde and the Democratic Republic of the Congo** - **First country programme outlines for Bahrain, Jordan and the Libyan Arab Jamahiriya** - **First country programme outlines for East Timor, Maldives and Samoa** - **First country programme outline for Argentina** - **First multi-country programme outlines for the Cook Islands, Niue and Tokelau** - **First multi-country programme outlines for the Pacific Island countries** - **Second country cooperation frameworks for Egypt and Sudan** - **Second country cooperation frameworks for Colombia, Costa Rica, El Salvador, Mexico, Nicaragua, Suriname and Trinidad and Tobago** - **Extension of the country cooperation framework for Sierra Leone** - **Assistance to Somalia** - **Assistance to Myanmar**
	p.m.	**5**	**UNDP: COUNTRY PROGRAMMES AND RELATED MATTERS (continued)**
Thursday, 26 September	**a.m.**	**11**	**UNFPA: COUNTRY PROGRAMMES AND RELATED MATTERS** - **Country programme outlines for Botswana, Burindi, Comoros and Guinea-Bissau** - **Country programme outlines for China, East Timor, Maldives and the South Pacific sub-region** - **Country programme outline for Colombia**
	p.m.	**6**	**UNITED NATIONS DEVELOPMENT FUND FOR WOMEN** - **Report of the Executive Director**
Friday, 27 September	**a.m.**	**8**	**FIELD VISITS** - **Report on the field visit to Viet Nam including the joint segments (UNDP/UNFPA and UNICEF)** ***Briefing on Brussels Programme of Action for the Least Developed Countries by Mr. Anwarul K. Chowdhury, Under-Secretary-General and High Representative for Least Developed Countries, Landlocked Developing Countries and Small Island Developing States***
	p.m.	**12**	**OTHER MATTERS** **Pending decisions**
		1	**ORGANIZATIONAL MATTERS** - **List of items to be taken up by the Executive Board in the year 2003** - **Agenda for first regular session 2003**